

**SIKKIM**



**GOVERNMENT** **GAZETTE**



**EXTRAORDINARY  
PUBLISHED BY AUTHORITY**

## **Gangtok**

Monday 23rd August, 2010

**No. 448**

**GOVERNMENT OF SIKKIM  
HOME DEPARTMENT  
GANGTOK**

No. 92/ Home/ 2010

**Dated: 20.08.2010**

## **NOTIFICATION**

In exercise of the powers conferred by section 7 of the Sikkim Tenants and Domestic and Professional Helps (Compulsory Verification) Act, 2008 (33 of 2008), the State Government hereby makes the following rules to amend the Sikkim Tenants and Domestic and Professional Helps (Compulsory Verification) Rules, 2009, namely:-

1. (1) These rules may be called the Sikkim Tenants and Domestic and Professional Helps (Compulsory Verification) Amendment Rules, 2010.  
  
(2) They shall come into force on the date of their publication in the Official Gazette.
2. In the Sikkim Tenants and Domestic and Professional Helps (Compulsory Verification) Rules, 2009, for Forms I and II, the following Forms shall be substituted, namely:-

**"SIKKIM TENANTS AND DOMESTIC AND PROFESSIONAL HELPS  
(COMPULSORY VERIFICATION) RULES, 2009**

Sl.No

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UID:

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**FORM-I**

**(To be submitted in triplicate when verification of antecedent is required, and in duplicate when verification of antecedent is not required)**

Particulars of the tenant

1	Name in full				Photograph of the tenant (without colour specs)
	Gender	Male	Female		
	Date of Birth	Day	Month	Year	
	Identification Mark				
2	Father's Name:				
3	Permanent Address:	House No. Building name Road name Village/town/city Tehsil/locality Post office Police station District State/U.T PIN code Phone number			
4	Profession (Please tick):	<input type="checkbox"/> State Govt. Servant <input type="checkbox"/> Central Govt. Servant <input type="checkbox"/> State Public Sector Undertaking Servant <input type="checkbox"/> Central Public Sector Undertaking Servant <input type="checkbox"/> Retired State Govt. Servant <input type="checkbox"/> Retired Central Govt. Servant <input type="checkbox"/> Retired State Public Sector Undertaking Employee <input type="checkbox"/> Retired Central Public Sector Undertaking Employee <input type="checkbox"/> Businessman/ Self-employed <input type="checkbox"/> Private employee <input type="checkbox"/> Housewife <input type="checkbox"/> Student <input type="checkbox"/> Unemployed <input type="checkbox"/> Others (please) Specify _____			

5. (i). if the tenant is serving Government or Public Sector Undertaking employee, attach a certificate from his Head Office, and mention the No. & date here:.....

Or

(ii). if the tenant is a retired Government or Public Sector Undertaking, attach an attested copy of the relevant pages of the Pension Pay Book containing the name and photograph.

Or

(iii). if the tenant holds Sikkim Subject Certificate/ Certificate of identification / Voter's Identity Card or ration Card issued by a Competent Authority of the Government of Sikkim, attach an attested copy and give the details below:

.....

6. Particulars of the dependents (spouse, children, spouses of children, parents, grand parents, grand children and blood relations of the tenant who reside with the tenant)

Sl.No.	Name	Age	Relationship	Profession
1.				
2.				
3.				
4.				
5.				
6.				

\* incase the number of dependents is more than seven, a separate sheet of paper can be appended

7. Particulars of the place of residence of the tenant during the past 12(twelve) months

Sl. No	From	To	Address where Resided	
			House No.	
I			Building name	
			Road name	
			Village/Town/City	
			Tehsil/Locality	
			Post Office	
			Police Station	
			District	
			State/UT	
			PIN Code	
			House No.	
II			Building name	
			Road name	
			Village/Town/City	
			Tehsil/Locality	
			Post Office	
			Police Station	
			District	
			State/UT	
			PIN Code	

\*Incase the tenant has resided in more than two places, a separate sheet of paper can be appended

8. If the tenant had resided under the jurisdiction of another Police Station in Sikkim, and Police Verification had been carried out, give the name of the Police Station:.....

I certify that the particulars mentioned above are true to the best of my knowledge and belief.

Date:

(Signature of the Tenant)

9. Particulars of the premises where tenancy is granted

Door No. / Building Name	Road	Locality

10. Particulars of the house owner

i.	Name: (Mr / Ms)	
ii.	Name of Father / Husband (tick)	
iii.	Address	
	Village/Town/City	
	House No.	
	Building name	
	Road name	
	Tehsil/locality	
	Post office	
	Police station	
	District	
	State/U.T	
	PIN code	
	Phone number	

11. Particulars of the agent of the house owner who submits this application

i.	Name: (Mr / Ms)	
ii.	Name of Father / Husband (tick)	
iii.	Address	
	Village/Town/City	
	House No.	
	Building name	
	Road name	
	Tehsil/locality	
	Post office	
	Police station	
	District	
	State/U.T	
	PIN code	
	Phone number	

12. Details of documents enclosed (photocopies to be attested):

(i). Bank Receipt No. \_\_\_\_\_ dated \_\_\_\_\_  
for Rs. \_\_\_\_\_ (in original)

(ii). \_\_\_\_\_

(iii). \_\_\_\_\_

Date:

(Signature of the house Owner)

**FOR OFFICIAL USE**

Register Serial No. \_\_\_\_\_

Date: \_\_\_\_\_

Verification is dispensed with in terms of Section \_\_\_\_\_ of the Act for the reasons mentioned below: \_\_\_\_\_

**OR**

One copy has been forwarded to \_\_\_\_\_ for verification  
and report vide letter No. \_\_\_\_\_ dated \_\_\_\_\_

(signature of Officer-in-Charge Police Station)

**VERIFICATION CERTIFICATE**

The particulars of the persons named herein above have been verified and it is certified that (May please tick the correct options given below)

1. The personal particulars are correct.
2. The address given in the jurisdiction is correct
3. There is no criminal/adverse record against herein above persons in the records at this police station.

(In case any of the information submitted by the applicant is false, may please give the details below)

.....  
.....  
.....  
.....

Name: .....

Rank: .....

Police Station: .....

District: .....

Telephone

No: .....

**SIKKIM TENANTS AND DOMESTIC AND PROFESSIONAL HELPS**  
**(COMPULSORY VERIFICATION) RULES, 2009**

UID:

**FORM-II**  
**(see rule 6)**

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**(To be submitted in duplicate when verification of the antecedent is required, and a single copy when verification of antecedent is not required)**

Particulars of the Domestic/Professional Help

1	Name in full:				<div style="text-align: center;">Photograph of the Domestic professional Help (without colour specs)</div>
2	Gender:	Male	Female		
3	Father's name:				
4	Alias, if any:				
5	Date of Birth:	Day	Month	Year	
6	Identification Mark				
7	Profession				
8	Spouse's Name:				
Permanent address					
	House No.				<div style="text-align: center;">Signature/ Thumb impression of the Domestic/ Professional help</div>
	Building Name				
	Road Name				
	Village/Town/City				
9	Tehsil/Locality				
	Post Office				
	Police Station				
	District				
	State/U.T				
	PIN code				
	Phone Number				

10. Address where the domestic/ Professional help resided during the past 24 months

From	To	Full Address			
		House No.			
		Building Name			
		Road Name			
		Village/Town/City			
		Tehsil/Locality			
		Post Office			
		Police Station			
		District			
		State/U.T			
		PIN code			
From	To	Full Address			
		House No.			
		Building Name			
		Road Name			
		Village/Town/City			
		Tehsil/Locality			
		Post Office			
		Police Station			
		District			
		State/U.T			
		PIN code			

11. Place where the Domestic/ Professional Help is being employed by the employer/ Applicant

(a)	If Employed at the place of residence of the employer applicant	Village/Town		
		House No.		
		House Name		
		Road Name		
		Phone No.		
(b)	If in the Office/ Establishment of the employer applicant	Village/Town		
		Building No.		
		Building Name		
		Road Name		
		Name of Office		
		Phone No.		
(c)	If in the landed property	Village/Town		
		Type of land	Agriculture	Others
(d)	If employed in a vehicle of the employer applicant	Type of vehicle	Commercial	Non-Commercial
		Nature of duty	Driver	Helper
		If driver, driving license No:		
		Registration No. of vehicle in which employed		
(e)	If employed in aircraft vessel/aircraft of the employer	Type of Vessel/ aircraft	Commercial	Non-Commercial
		Nature of duty		
		Area of operation		
		Aircraft/vessel		
		registration No.		

12.	Whether the Help holds any of these documents <b>(If so, tick and attach an attested copy)</b>	Sikkim subject Certificate		
		Certificate of Identification		
		Certificate issued by District Collector that the Help is a permanent resident of Sikkim		
		Voter's identity Card issued by the Competent Authority of the Government of Sikkim		
		Ration Card issued by a Competent Authority of Govt. of Sikkim		
		A photo identity card/document issued under the authority of the Central Govt. or State Government or a Public Sector Undertaking		

13.(i). If the Domestic/ Professional Help is a retired official of the Central or a State Government organization, attach an attested photocopy of the Pension Payment Book containing the name and photograph, and mention the details below:

.....  
Or

(ii) If the Domestic/ Professional Help is a dependent (spouse, son/ daughter, spouses of children parents, grand children or blood relation) of a serving official of the Central or a State Government organization, attach attested photocopy of the following documents, namely (a) a document to prove the employment of the official in a Central or State Government organization; (b) a document to prove the relation of the Domestic/ Professional Help with the said official.

Or

(iii). If the Domestic/ Professional Help is a dependent (spouse, son/ daughter, spouses of children, parents, grand children or blood relation) of a retired official of the Central or a State Government organization, attach attested photocopy of the following documents, namely (a) the relevant pages of the Pension Payment book of the retired official, containing his name and photograph; (b) a document to prove the relation of the Domestic/ Professional Help with the said retired official.

a. Particulars of the Employer

i.	Name: (Mr / Ms)		
ii	Father's / Husband's Name		
iii.	Address		
	Village/ Town		
	House No.		
	House name		
	Road Name		
	Phone No.		

14. Details of documents enclosed (photocopies to be attested):

(i). Bank Receipt No. \_\_\_\_\_ dated \_\_\_\_\_ for  
Rs. \_\_\_\_\_ (in original)

(ii).

(iii).

Date:

(Signature of the Employer)

**FOR OFFICIAL USE**

Register Serial No. \_\_\_\_\_

Date: \_\_\_\_\_

Verification is dispensed with in terms of Section \_\_\_\_\_ of the Act for the reasons mentioned below:

**OR**

One copy has been forwarded to \_\_\_\_\_ for verification  
and report vide letter No. \_\_\_\_\_ dated \_\_\_\_\_

(signature of Officer-in-Charge Police Station)

**VERIFICATION CERTIFICATE**

The personal details of the applicant have been verified and it is certified that (May please tick the correct options given below)

1. The personal particulars of the applicant are correct.
2. The applicant's address given in the jurisdiction is correct
3. There is no criminal/adverse record against the applicant in the records at this police station.

(In case any of the information submitted by the applicant is false, may please give the details below)

.....  
.....  
.....  
.....  
.....

Name: .....

Rank: .....

Police Station: .....

District: .....

Telephone No: ....."

**T.T. Dorji, IAS  
Chief Secretary  
Government of Sikkim  
File No. Home/CONF/219/2008/1**